

**KENT AND SUSSEX COUNTY COMMUNITY ADVISORY BOARD**  
**Meeting Minutes**

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**November 27, 2018**

**In Attendance:**

Katie Kenney, DSCYF, Superintendent, SHDC  
Dawn Garnett, DSCYF, Admin Spec III, SHDC  
Kevin Solomon, DSCYF, YRC Supervisor, SHDC  
George Pippin, Community Advisory Board  
Kate Giannone, DYRS, SJO, Representing Zoe Ministries  
Jodie Morris, DSCYF, Admin Spec I, SHDC  
Chad Robinson, Food Bank of Delaware  
Douglas Mills, DSCYF, YRC Supervisor, SHDC  
Kevaughn Laviea, DSCYF, YRC III, SHDC  
William Davis, DSCYF, YRC Supervisor, SHDC

**Introduction of New Members**

Meeting started at 6:00 pm with introduction of new members

**Review of 2018**

- Resource Fair – held in July with 30+ vendors in attendance. The turnout was great making the event a success.
- Job Fair – took place in August to fill seven new Merit positions, one being a supervisor. Several of our C/S YRC staff were hired to fill the new positions; we are in the process of backfilling their C/S positions. Two of our YRC Supervisors work a swing shift to provide programming during youths idle waking hours. These new positions will allow staff to focus more on the youth and programming, trauma informed care, supervision of youth, family engagement, and training.

**Food Bank of Delaware**

- Food Bank of Delaware – available programs
  - Stand By Me provides individuals with a personal financial coach and tool kit to lead them to financial security.
  - Culinary School – provides valuable job training to adults.
  - Mobile Pantry – the Food Bank's Kraft Mobile Pantry brings both shelf-stable and fresh foods to low-income Delawareans.
  - Stevenson House will have a Food Bank pantry on site for families in need.

**Planning for 2019**

- Trauma Informed Care – hosting a bi-annual conference on April 4, 2019 at the Chase Center on the Waterfront. Focus is on what leads to criminal behavior, food and hunger, healthy eating and healthy behavior.
- ACA – Stevenson House will undergo another ACA audit in November 2019, preparations are already underway. We are focusing on idle waking hours for youth and maintaining structure in daily activities.

- PREA Audit – Stevenson House passed our audit without any concerns.

**Zoe Ministries**

Addresses many different issues including human trafficking, training/education, public awareness and rehab services. The Salvation Army has applied for large grant for an adult facility and are prepared to do the same for a juvenile facility. Katie expressed a desire to have someone come in provide and provide some education on healthy relationships.

**Employee Recognition**

Scheduled for December 18. Mr. Pippin will present his award during the All Staff meeting. He may increase the amount in the future.

The Community Advisory Board will meet at 10:00 a.m. for future meetings.